
Power User Tool

The standard MAT Station Administration window allows you to easily add or modify a few stations at a time. However, creating or maintaining large groups of stations quickly (as when establishing a new system) is better handled using the Power User tool.

The Power User Forms window minimizes the actions required to add a station, eliminates up-front configuration of line cards and numbering plan, and allows you to create specialized installation *forms* that include only the station fields that you decide you need to configure stations.

Note: At any time while using the Forms window, you can press <F1> for on-line reference information on the current field.

Concepts for the Power User tool

The concepts of *forms*, *templates*, and *filters* are important to understand before using the Power User tool.

Forms and templates

A *form* (a file that you can design) acts as a *filter* to determine which fields (of the hundreds possible) are displayed in the Power User Forms window for you to edit. When it's time to use the form, you fill in the station values as needed for the first station, save them, and move to the form for the next station in the group that you are adding. You create a form file (a list of only those station-definition fields you wish to see in the order in which you want to see them) using the Forms Editor.

A *template* places default values in some of these fields to save you the repetitive task of adding the same value to station after station. You create a template file (a partially filled-in station) using the template view in the Station Administration module.

Note: The function of templates is identical in the standard Graphical User Interface and the Forms Interface.

This means that a form, used in conjunction with a template, provides you with a station-definition window including only those fields that you wish to edit, and with many fields already configured by the template with values of your choosing.

To lessen clutter on the screen, the fields configured by the template are not displayed. This means that you work with only those fields which must be “personalized” for this station. You do not waste time moving through already-configured fields.

You view and edit these station-configuration fields in the Forms Interface window.

Filters

There are hundreds of fields for a station, yet you are probably interested in only a few. The Form File that you define acts as a filter to allow only the fields of interest to appear in the forms interface station definition window.

MAT automatically performs a second filtering to determine which of the station fields defined in the Form File actually apply to the current station. This *applicability* filter is based upon Meridian 1 system data (X11 software release, option packages, customer options) and the type of the current station.

There are two important benefits to this applicability filter, as follows:

- Form files are independent of systems, and, therefore, X11 software release, options packages, and customer options

For example, a form file might contain fields that apply to release 20, but not to release 19. You can safely use this form with release 19 systems, since the release 20 fields will not be displayed.
- Form Files are independent of station types

A single Form File can include both single line FTR's and multi-line keys. If the form is used to display a single line station, then the FTR'S (but not the keys) are displayed. If the same form is used to display a multi-line station, then the keys (but not the FTR's) are displayed.

Using the power user Forms interface

You use the Forms interface to add one or many stations to a system, as described in this section. “Designing forms and templates using the forms editor” on page 152 describes the process of creating forms and templates.

Forms interface window buttons

The following buttons appear at the top of the Forms interface window:

- **OK:** (Single station adds only) Saves the current station and closes the window.
- **Next:** (Multiple station adds only) Saves the current station, and opens the next blank station form.
- **Previous:** (Multiple station adds only) Saves the current station and opens the previously-created station.
- **Cancel:** Cancels any changes to the current station and closes the window. Any stations created before the current station while using this form are still in place.
- **Validate:** Validates all current station values.
- **Print:** Prints a a short form for the current station. This printout shows all values in the station, not just those on the form. (This is a quick way for you to check the value of a field not on the form.)
- **Help:** Opens Windows Help.

Forms interface message bar

The message bar at the bottom of the window has two panels. The left panel provides a description of the current field. The right panel displays hint text for the current field. For example, the hot keys to invoke the DN and TN lists where appropriate.

Keyboard shortcuts

In the procedures that follow, keyboard shortcuts are shown in brackets.

Adding a single station or template

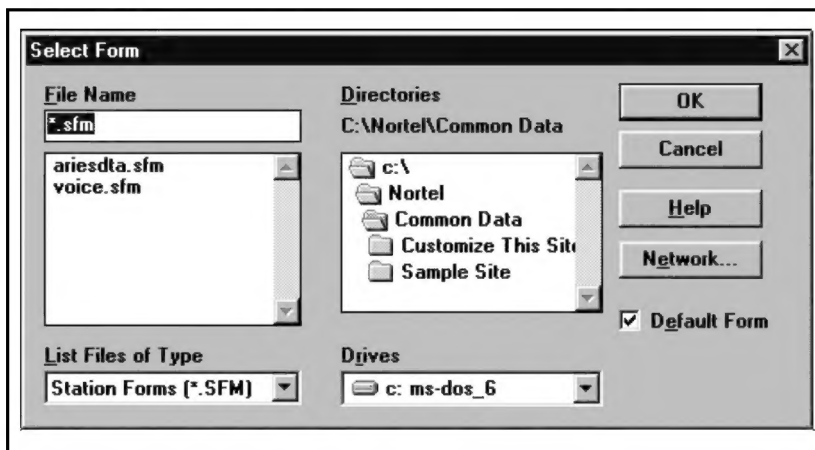
- 1 Choose **Forms - Forms Interface**. <INS>

This is a toggled menu item. Clicking it places a checkmark next to the name (selects it), and clicking again removes the checkmark (deselects it).

- 2 Choose **Forms - Select Form**. <Alt>O-S

The Select Form dialog appears. This is a standard Windows file open dialog.

Figure 68
Select Form dialog



MAT provides the following example forms for you to use in creating forms that meet your needs:

- ARIESDTA.SFM: designed for M2xxx and M3xxx data stations
- VOICE.SFM: designed for all types of voice stations (single and multi-line)
- Default form: A general-purpose form that includes most station fields. This is a good starting point for a form with many fields. You choose to use this form by selecting the Default Form check box.

- 3 Select the form from the list box or select the Default Form check box. Click **OK**.

- 4 Choose **View - Station** to add a station or select Template to add a template.
<Alt>V-S

The existing stations (or templates) for the system appear in the MAT Station Administration window.

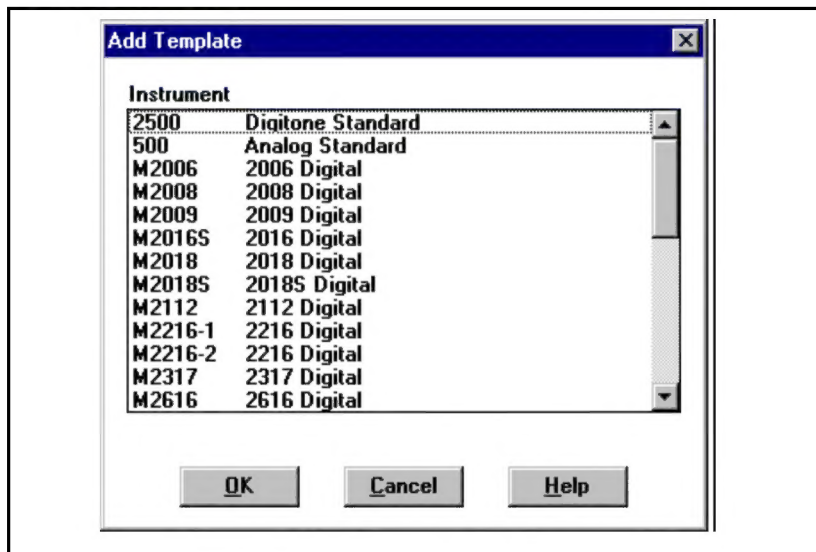
- 5 Choose **Edit - Add**. <Ins>

The Add Station dialog (or Add Template dialog) appears.

Figure 69
Add station dialog

- 6 If you are adding stations, follow these steps:
- Enter “1” in the Number of Stations to Add field.
 - Select the Customer Number in the pull-down box.
 - Choose a template or instrument.
- If you choose a template, some fields will be filled in with the default values that you chose when designing the template.
- Click the check boxes to automatically assign DN or TN, as desired.
- 7 If you are adding a template, select a template from the list.

Figure 70
Add Template dialog



- 8 Click **OK** to open the Forms Interface window.
The single station add form appears.
- 9 Fill in the fields as described in “Station fields” on page 144.
- 10 When you have entered all desired values, click **OK**.
This saves the station and closes the forms interface window.
- 11 For stations: If MAT is in Maintenance mode, the synchronization dialog appears. Fill in the dialog in the same way as with the standard interface. Click **OK**.

To invoke synchronization manually if you are in Installation mode, use the **Synch** menu.

Figure 71
Single station add form

Default Form : M2616

OK Cancel Validate Print Help

First Name

Last Name

Customer Number

Location

Department

AOM

CLS

AEFD

AEHT

AFD

AHNT

ARTO

First Name :

Updating a single station (or template)

- 1 Choose **Forms - Forms Interface**. <Alt>O-F
This is a toggled menu item. Clicking it places a checkmark next to the name (selects it), and clicking again removes the checkmark (deselects it).
- 2 Choose **View - Station**. <Alt>V-S
(To modify a template, select Template. <Alt>V-T
The existing stations (or templates) for the system appear in the MAT Station Administration window.
- 3 In the MAT Station Administration window, double-click the station (or template) of interest.
The single station add form (or the template add form) appears.
- 4 Modify the fields as needed.
- 5 Click **OK**.
- 6 For stations: If MAT is in Maintenance mode, the synchronization dialog appears. Fill in the dialog in the same way as with the standard interface. Click **OK**.
To invoke synchronization manually if you are in Installation mode, use the **Synch** menu.

Adding multiple stations

- 1 Choose **Forms - Forms Interface**. <Alt>O-F
This is a toggled menu item. Clicking it places a checkmark next to the name (selects it), and clicking again removes the checkmark (deselects it).

2 Choose Forms - Select Form. <Alt>O-S

The Select Form dialog appears. This is a standard Windows file open dialog. See Figure 79.

MAT provides the following pre-defined forms:

- ARIESDTA.SFM: designed for M2xxx and M3xxx data stations
- VOICE.SFM: designed for all types of voice stations (single and multi-line)
- Default form: A general-purpose form that includes all station fields. This is a good starting point for a form with many fields. You choose to use this form by selecting the Default Form check box.

Note: MAT provides these pre-defined forms as starting points for your own special-purpose forms. You can create forms that include just the fields you need, and templates that set values that you define. See “Creating a new form” on page 152 and “Editing an existing form” on page 153.

3 Select the form from the list box or select the Default Form check box. Click **OK.****4 Choose View - Station. <Alt>V-S**

The existing stations for the system appear in the MAT Station Administration window.

5 Choose Edit - Add. <Ins>

The Add Station dialog appears.

6 Enter the number of stations that you wish to add.**7 Select the Customer Number in the pull-down box.****8 Choose a template or instrument.**

If you choose a template, some fields will be filled in with the default values that you chose when designing the template.

9 Click the check boxes to automatically assign DN or TN, as desired.**10 Click **OK** to open the Forms Interface window.**

The multiple station add form appears.

11 Fill in the fields as described in “Station fields” on page 144.

Figure 72
Multiple station add form (default form)

Default Form: M2616 1 of 3

Next Previous Cancel Validate Print Help

First Name

Last Name

Customer Number

Location

Department

AOM

CLS

AEFD

AEHT

AFD

AHNT

ARTO

First Name:

- 12** When you have entered all desired values, Click **Next**.

This saves the station and opens the next blank station form. The **Next** button changes to a **Finish** button while you edit the last station in the group. The **Finish** button saves the station and closes the forms interface window.

- 13** If MAT is in Maintenance mode, the synchronization dialog appears. Fill in the dialog in the same way as with the standard interface. Click **OK**.

To invoke synchronization manually if you are in Installation mode, use the **Synch** menu.

Validating station data

You can validate by field or by station, same as the standard interface. In addition, you have the option to relax numbering plan and hardware validations to ease the process of adding multiple stations at one time.

Field validation

The current field is automatically validated when you move to another field. If the validation fails, an error message appears, and the focus returns to the erroneous field.

Station validation

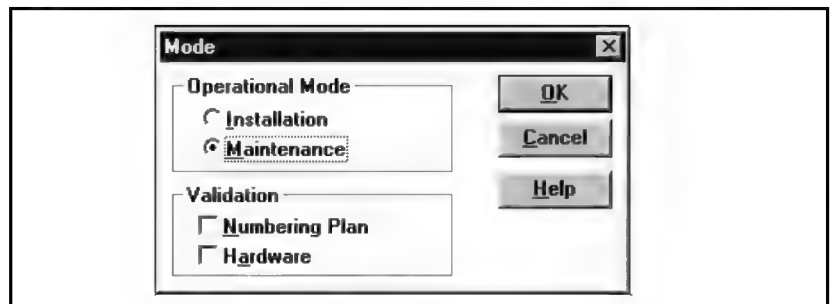
In the Forms Interface window, click **Validate** to validate all values for the station. This performs the same operation as when you choose **File - Validation**.

Validating the numbering plan and hardware

You can relax the numbering plan and hardware validations as follows:

- Turn off numbering plan validation. This allows you to assign a DN not defined in the numbering plan, without generating an error.
- Turn off hardware validation. This allows you to assign a TN for which there is no corresponding circuit card, without generating an error.

Figure 73
Mode dialog



Note: These validation settings affect both the forms interface and the standard interface.

Station fields

This section provides detail on the station fields that you fill in using the Forms Interface.

On-line Help

At any time while using the Forms window, you can press <F1> for on-line reference information on the current field.

Types of Station field

The following basic types of station fields can appear in the Forms Interface:

- Class of service
- Mutli-line keys
- Single line FTR's
- Prompts: These are all fields which do not fall into one of the above categories (for examples, TN, NCOS, and TGAR)

Class of service field

The Class of service control appears as a CLS text box which can contain multiple values (the approach taken by overlays 10 and 11). Enter all CLS mnemonics for this station in the CLS text box.

You can enter multiple mnemonics for the same class of service in the CLS text box (for example, CFXA and CFXD). In this case, whichever mnemonic appears last (furthest to the right) takes precedence. This is consistent with the operation of overlays 10 and 11.

The values of some Class of service fields might not be visible on the form when it appears. Instead, the form shows only those classes of service which are not equal to default values. You can modify this partial configuration by adding new mnemonics or changing existing ones.

Press <F1> while within any class of service field for a complete list of class of service mnemonics in Windows Help format.

Printing the class of service configuration

The **Print** button on the form window allows you to print a short form which shows the complete class of service configuration.

Mutli-line keys

Keys for multi-line stations appear as drop-down boxes containing all key mnemonics. As you move through the list of mnemonics, the key description appears in the message bar at the bottom of the window. Additional parameter controls appear automatically if a mnemonic requires them (and for FTRs set to **Yes**).

You can also type a mnemonic directly into the box. MAT tracks your typing and automatically enters the first matching key (and any associated parameter controls).

Alternately, type the first letter of the mnemonic, followed by the down arrow key. The selection moves to the mnemonic starting with that letter. Press the down arrow key again to scroll down the list starting at that point.

Single line FTR's

FTRs appear as drop-down boxes containing the choices **Yes** and **No**. You can also type directly into the box. Additional parameter fields appear automatically if you set an FTR to **Yes**. When you move the cursor into a parameter field, the parameter description appears in the message bar at the bottom of the window.

Prompts

Prompt fields appear as either drop-down lists or as edit boxes, depending on the type of the field. Fields with a small number of predefined values appear as drop-down lists (for example, FCAR and DTR). Numeric fields and other fields with a wide range of possible values appear as edit boxes (for example, DES and FDN).

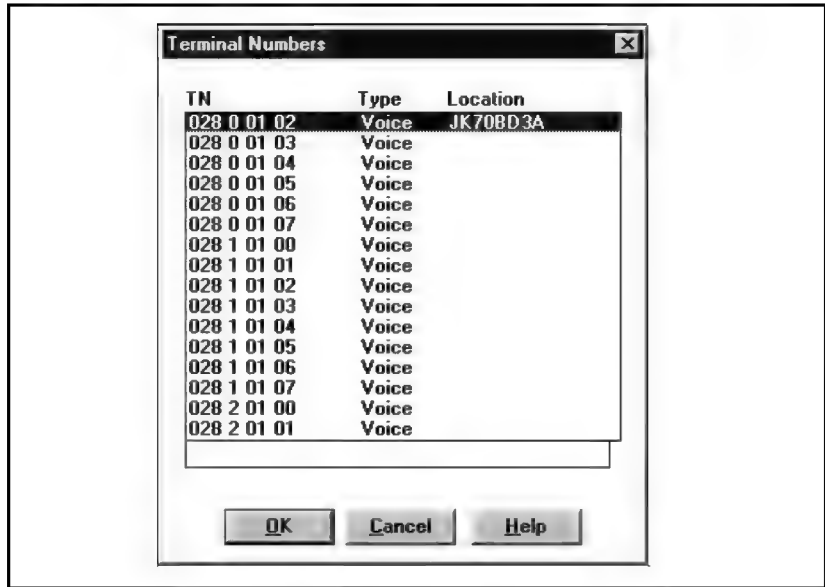
DN and TN fields

DN and TN fields allow you to use lists of values to fill in the fields. In addition, extra fields appear as needed to allow you to enter parameter values.

TN fields

When you edit a fields with a TN type value, press <Ctrl>T (or double-click in the field) for a list of TNs compatible with the current station type.

Figure 74
TN value list



DN fields

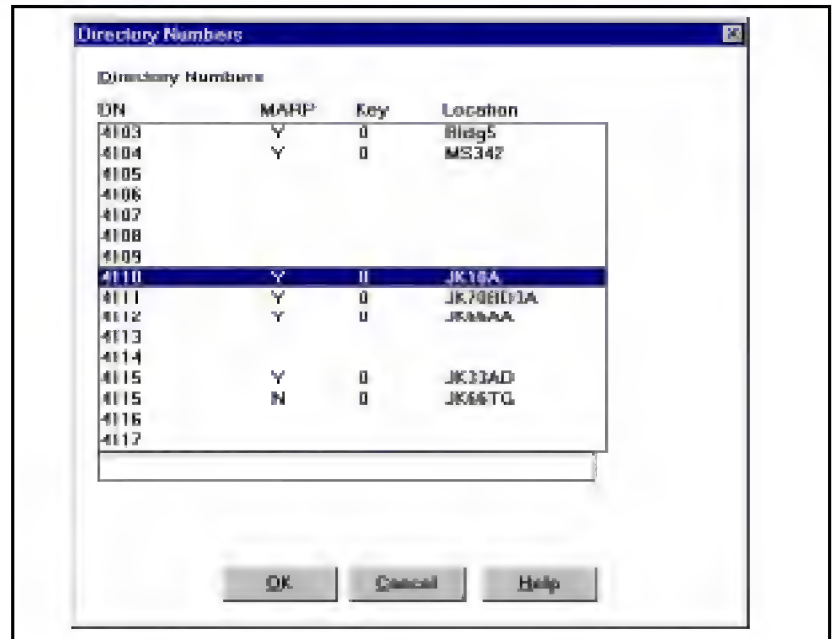
In addition to station fields, you need to modify fields that are not directly associated with the current station, but which are associated with DNs that appear on the station. You can use the following DN fields in the forms interface:

- MARP
- CPND
- VMB

Note: DN data is applicable to stations only, not templates. Therefore, the MARP, CPND, and VMB controls described below appear only on a form when operating on stations. Templates do not actually have DNs. Even if a template is configured with a fully specified DN, no DN record will be added to the database until a station is created using the template. Therefore, at the time a template is created, there is no way to store any DN data.

Press <Ctrl> D while in a DN field (or double-click in the field) for a list of DNs. In the standard interface, MARP, CPND, and VMB appear as buttons on the DN list dialog. In the forms interface, MARP, CPND, and VMB appear as fields on the main form.

Figure 75
DN value list



MARP

The MARP drop-down list appears below the DN field with which it is associated. Multiple appearance DNs can have values of **Yes** or **No**. Single appearance DNs can have a value of **Yes**. The MARP field appears below the DN field of a single-line station and below the following multi-line keys:

- MCN
- MCR
- PVN
- PVR
- SCN
- SCR
- HOT_L_2WAY
- HOT_D_2WAY

Note: The following Meridian 1 releases do not support MARP, therefore MARP does not appear on their forms:

- North American releases 14 and 17
- International release 16.9X G

CPND

The CPND name field is a single drop-down list (additional fields appear to the right if you choose a CPND value that requires them). See Figure 76. A CPND field appears below the DN field of a single line station, as well as below the following multi-line keys:

- MCN
- MCR
- SCN
- SCR.

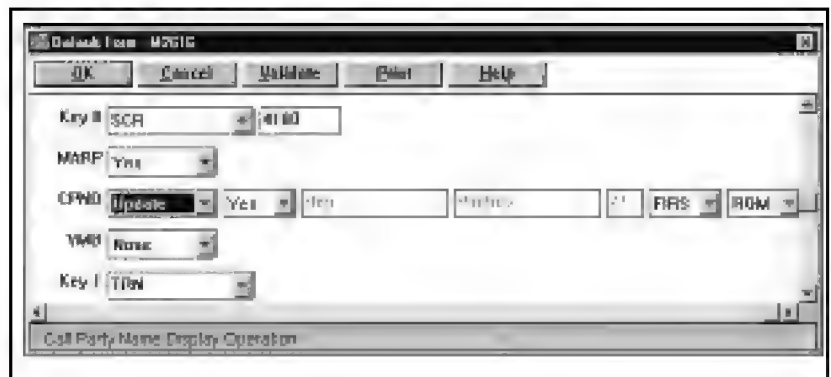
You can choose one of the following values from the drop-down list:

- **None:** Performs no CPND operation
- **Add:** Creates a new CPND name (appears only if no name exists yet for the DN)
- **Delete:** Removes an existing CPND name
- **Update:** Modifies an existing CPND name

CPND Parameter Fields

As you move the cursor into a parameter field, the parameter description appears in the message bar at the bottom of the window. The following parameter fields appear to the right of the CPND field when you choose a value other than **None**:

Figure 76
CPND parameter fields



- Get from location: drop-down list containing **Yes** and **No**
- First name: text box
- Last name: text box
- Expected length: text box. This field is only added if the name has Synch Status **NEW**, and static allocation is enabled in the CPND Administration module.
- Format: drop-down list containing **FIRS** and **LAST**

- Language: drop-down list containing **ROM** and **KAT**. This field appears only if package 211 (Multi-language CPND) is enabled for the system.

Some additional attributes of the name controls follow:

- If the Get From Location field is **Yes**, then the First Name and Last Name controls are dimmed and disabled, and contain the name from the First Name and Last Name fields of the station.
- If the operation is **Delete**, then the additional name controls are dimmed and disabled. This allows you to view the name which is to be deleted, but not to modify it.

Note: CPND depends on package 95 (Call Party Name Display). If package 95 is not enabled for a Meridian 1 system, the CPND field will not appear on the form.

VMB

VMB appears initially as a drop-down list (additional fields appear as needed).

Figure 77
VMB fields

A VMB appears below the DN field of a single line station, and below the following multi-line keys:

- MCN
- MCR
- SCN
- SCR

The drop-down list contains the VMB operation to be performed, and allows the following values:

- **None**: Perform no VMB operation
- **Add**: Create a new VMB (appears only if no VMB exists yet for the DN)
- **Delete**: Remove an existing VMB (appears only if a VMB does exist)
- **Update**: Modify an existing VMB (appears only if a VMB does exist)

If you select an operation other than **None**, then additional fields appear to the right of the VMB field. The additional fields are listed below in the order in which they will appear from left to right.

- Class of service (text edit field)
- Second DN (text edit field)
- Third DN (text edit field)
- Keep messages (drop-down list containing **No** and **Yes**). This control is only added if the voice mailbox has Synch Status **NEW**.

As you select a VMB field, the description appears in the message bar at the bottom of the window. Additional parameter fields appear automatically if a VMB requires them.

If the VMB operation is **Delete**, then the additional fields are dimmed. This allows you to view the VMB which is to be deleted, but not to modify it.

Note: VMB depends on package 246 (Voice Mailbox Administration). If this package is not enabled for a Meridian 1 system, then the VMB fields do not appear on the form.

Designing forms and templates using the forms editor

The MAT application assumes that station Form Files are located in the Common Data subdirectory, using a “.SFM” file extension. You can, however, place these form files anywhere you wish.

MAT provides the following pre-defined forms:

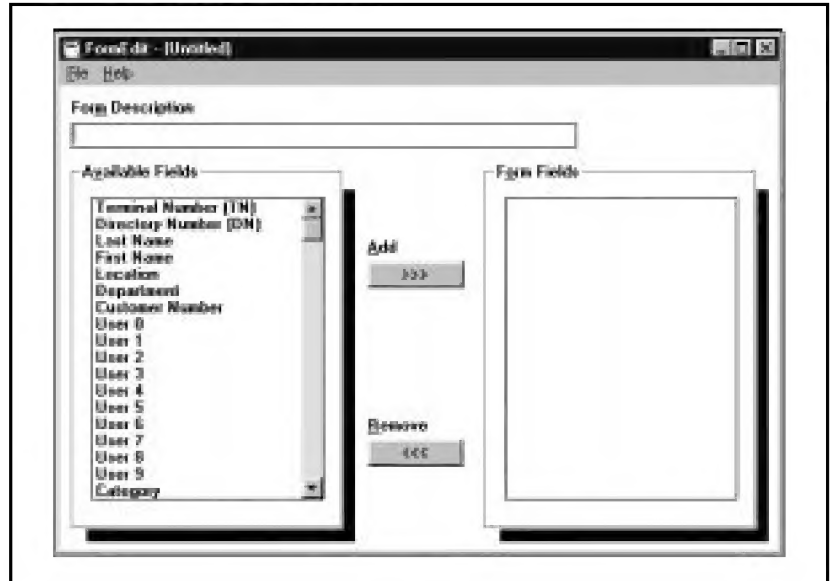
- ARIESDTA.SFM: designed for M2xxx and M3xxx data stations
- VOICE.SFM: designed for all types of voice stations (single and multi-line)
- Default form: A general-purpose form that includes most station fields. This is a good starting point for a form with many fields. Instead of selecting this form in the file-selection box, you select this form by selecting the Default Form check box.

Creating a new form

To create a form, perform the following steps:

- 1** Choose **Forms - Forms Interface**. <Alt>O-F
- 2** Choose **Forms - Edit Custom Form**. <Alt>O-E
The FormEdit dialog appears.
- 3** Choose **File - New** to open a new form. <Alt>F-N
The FormEdit window appears with no fields in the Form Fields list.
- 4** From the Available Fields list, select the first field you wish to include in the form, and click **Add**.
The field moves to the Form Fields list.
Alternately, you can select one or several fields to drag from the Available Fields list to the Form Fields list.
- 5** Move all the desired fields to the Form Fields list.
To change the order of the fields, click and drag items up or down in the list.
To remove an item from the list, click and drag from the Form Fields list to the Available Fields list, or select the item and click **Remove**.

Figure 78
FormEdit window for a new form



- 6 When the Form Fields includes all the desired fields in the correct order, type a descriptive phrase in the Form Description text box.

This is a phrase to help you remember the form's usage, not the filename.

- 7 Choose **File - Save** to save the form file. <Alt>F-S

The Save As window appears, allowing you to name the new form. Enter a filename and click **OK**.

Alternately, to exit the forms editor without saving the form, choose **File - Close**. A warning box prompts whether you wish to save the changes before exiting the editor.

Editing an existing form

To edit an existing form, follow these steps:

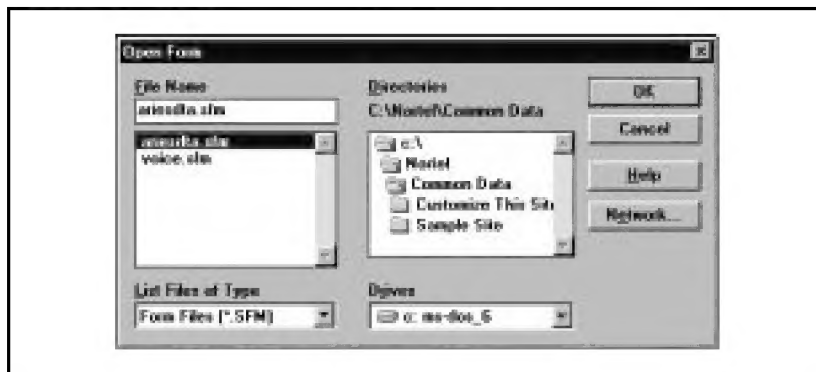
- 1 Choose **Forms - Forms Interface**. <Alt>O-F
- 2 Choose **Forms - Edit Custom Form**. <Alt>O-E

The FormEdit dialog appears.

- 3 Choose **File - Open** to install a form. <Alt>F-O

The Select Form dialog appears.

Figure 79
Select Form dialog



MAT provides the following pre-defined forms:

- ARIESDTA.SFM: designed for M2xxx and M3xxx data stations
- VOICE.SFM: designed for all types of voice stations (single and multi-line)
- Default form: A general-purpose form that includes most station fields. This is a good starting point for a form with many fields. You choose to use this form by selecting the Default Form check box.

Note: The sample forms provided with MAT are a good starting point for many forms you might create. Be sure to rename the form when you save it, however. Subsequent versions of MAT will use the same default filenames, so any files you create using the default file names will be overwritten, and thus lost.

- 4 Select the form from the list box. Click **OK**.

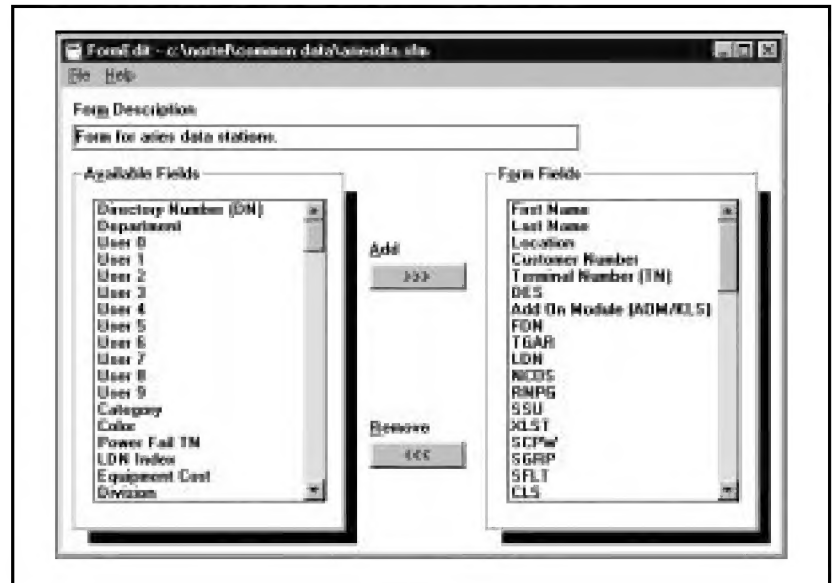
The FormEdit dialog opens.

- 5 From the Available Fields list, select the field you wish to include in the form, and click **Add**.

The field moves to the Form Fields list.

Alternately, you can select one or several fields to click and drag to move from the Available Fields list to the Form Fields list.

Figure 80
FormEdit window (M2xxx and M3xxx data stations)



- 6 Move all the desired fields to the Form Fields list.
 To change the order of the fields, click and drag the item up or down in the list.
 To remove an item from the list, click and drag from the Form Fields list to the Available Fields list, or select the item and click **Remove**.
- 7 When the Form Fields includes all the desired fields in the correct order, type a descriptive phrase in the Form Description text box.
Note: This is a phrase to help you remember the form's usage, not the filename.
- 8 Choose **File - Save As** to save the modified form file. <Alt>F-A
 Alternately, to exit the forms editor without saving the form, choose **File - Close**. A warning box prompts whether you wish to save the changes before exiting the editor.